

MINUTES

INTERIOR DESIGNER EVALUATION AND EXAMINATION COMMITTEE

July 14, 2014

Public Session

I **CALL TO ORDER**

The regularly scheduled meeting of the Committee was called to order at 9:39 a.m. in the Union Conference Room on the third (3rd) floor at 124 Halsey Street, Newark, New Jersey.

PARTICIPANTS		PRESENT	ABSENT	EXCUSED
Chair	Suzan Santiago	(X)	()	()
Committee Member	Diane Goté	(X)	()	()
Committee Member	Patricia Blaser	(X)	()	()
Committee Member	Susan Mauro	(X)	()	()
Committee Member	vacant	()	()	(X)

OTHERS PRESENT: Charles Kirk, Acting Executive Director, NJ Board of Architects; Michelle Albertson, Deputy Attorney General; Margaret Hinkley, Secretary to the Executive Director of the Board of Architects.

II **OPEN PUBLIC MEETINGS ACT**

The statement required by Chapter 231, public laws of 1975, the "Open Public Meetings Act," was read and it was announced that notice of this meeting was prepared in the office of the Board of Architects and mailed to the Secretary of State, the Newark *Star-Ledger*, the Trenton *Times*, the Camden *Courier-Post*, the *Record* and the Atlantic City *Press*.

III **APPROVAL OF MINUTES**

September 9, 2013

ACTION: Ms. Goté motioned to approve the minutes as presented. Ms. Mauro seconded the motion. It passed unanimously.

January 6, 2014

ACTION: Ms. Goté motioned to approve the minutes as presented. Ms. Mauro seconded the motion. It passed unanimously.

INTERIOR DESIGN EXAMINATION AND EVALUATION COMMITTEE
Minutes of the Meeting / Public Session
July 10, 2014 / Page 2

IV ANNOUNCEMENTS

Mr. Kirk reported to the Committee the office personnel has merged with the staff of the Board of Professional Engineers and Land Surveyors. As a part of that, Peggy Hinkley will be doing all administrative duties for the Committee and Judith Nadal has been re-assigned to work with processing the applications.

V OLD BUSINESS

A Audit of Continuing Education credits for the 2010/12 renewal period

- 1 The following individuals have submitted their CE audit forms and additional documentation for re-review.

ID000085 - Inzero, James
ID000107 - Sommer, Arlene

ID000231 - Harriman, Cynthia
ID000439 - Anikwe, Albert

ACTION: Ms. Goté motioned to accept the continuing education audit forms for the four above individuals. Ms. Mauro seconded the motion. It passed unanimously.

REVIEWED:

ID000049 - Jurecky, Blanka
ID000304 - Wozny, Michael

ACTION: The Committee requested further documentation from the above noted individuals.

B Regulation

Copy of draft proposal for new rules implementing P.L. 2013, c.49, which requires professional boards to give credit towards substantially equivalent training, experience and education received while serving in the military, is attached for the Committee's information.

ACTION: DAG Albertson informed the Committee that the Board of Architects approved this rule and there appeared to be no concerns for including this rule into the Committee's regulations.

INTERIOR DESIGN EXAMINATION AND EVALUATION COMMITTEE
Minutes of the Meeting / Public Session
July 10, 2014 / Page 3

VI NEW BUSINESS

A Re-Organization of Officers

Ms. Santiago opened the floor for nominations for Chair

ACTION: Ms. Mauro motioned to nominate Suzan Santiago for another year as Committee Chair. Ms. Blaser seconded the motion. Hearing no other nominations for Chair, the Committee unanimously elected Suzan Santiago as Chair of the Interior Design Examination and Evaluation Committee.

B Responses to questions from the 2012/2014 renewal.

1 Janet Schwartz - ID000401

Summary: Ms. Schwartz responded “no” to the continuing education question on the 2012/2014 renewal form. A letter was sent out in February 14, 2013 requesting she provide an explanation. A second letter was sent out January 15, 2014.

3/3/14 Response from Ms. Schwartz is attached for Committee review.

ACTION: The Committee unanimously granted Ms. Schwartz’s request to place her certification on inactive status at this time.

2 Stephen J Sgro - ID000408

Summary: Mr. Sgro responded “no” to the continuing education question on the 2012/2014 renewal form. A letter was sent out in February 14, 2013 requesting she provide an explanation. A second letter was sent out January 15, 2014. A third letter was sent out March 12, 2014.

7/14/14 Response from Mr. Sgro is attached for Committee review.

ACTION: Subsequent to reviewing the information provided, the Committee unanimously voted to request he provide documentation for interior design courses taken between October 1, 2010 through September 30, 2012.

C Information

Copy of a e-mail from NCIDQ dated February 24, 2014 for the Committee’s information.

ACTION: Duly noted.

INTERIOR DESIGN EXAMINATION AND EVALUATION COMMITTEE
Minutes of the Meeting / Public Session
July 10, 2014 / Page 4

D Correspondence

Copy of an April 29, 2014 letter from Diane Evans, President of NJ Coalition for Interior Design Legislation requesting our website include language regarding continuing education reporting time is for even numbered years is attached for the Committee's review.

ACTION: Information concerning renewal periods, continuing education credits required and initial licensing dates will be placed on the website.

E Meeting dates for 2015

January 12, 2015*	May 4, 2015	September 14, 2015*
March 2, 2015	July 13, 2015*	November 2, 2015

* - Second Monday of the month

ACTION: Ms. Goté motioned to change the meeting start time to 9 am and accept the above meeting dates for 2015. Ms. Blaser seconded the motion. It passed unanimously.

VII APPLICATION REVIEW

A Initial Application

Craig-Paci, Tracy

ACTION: Subsequent to reviewing the application, the Committee unanimously voted to approve Ms. Craig-Paci for certification as an interior designer.

B Reinstatement Application

Palombo, Christibeth - ID

ACTION: Subsequent to reviewing the reinstatement application, the Committee unanimously voted to approve Ms. Palombo for reinstatement of her certification as an interior designer.

VIII PUBLIC COMMENTS

Seeing no one from the public present, Ms. Santiago proceeded to the next item on the agenda.

INTERIOR DESIGN EXAMINATION AND EVALUATION COMMITTEE
Minutes of the Meeting / Public Session
July 10, 2014 / Page 5

IX NEXT MEETINGS

No August Meeting

September 8, 2014

Regular Meeting

Union Room - 3rd Flr.

November 3, 2014

Regular Meeting

Union Room - 3rd Flr.

X ADJOURNMENT

The meeting adjourned at 12:30 p.m.